

**Students****Alternative Placement Procedures**

To place a child in an alternative placement under Article 13A of the Illinois School Code, the District will either (1) obtain the written agreement of the parent(s)/guardian(s) or (2) implement the following procedures:

1. Before a student is given an alternative placement, the student and parent(s)/guardian(s) shall be provided a written request to appear at a hearing to determine whether the student should be transferred to an alternative placement. The request shall be sent by a registered or certified mail, return receipt requested. The request shall:
  - a. Detail the specific facts resulting in the decision to recommend transfer to an alternative placement.
  - b. Include the time, date, and place for the hearing.
  - c. Briefly describe what will happen during the hearing.
  - d. State that the School Code allows the Board to expel a student for a definite period of time not to exceed 2 calendar years, as determined on a case-by-case basis.
  - e. Ask that the student or parent(s)/guardian(s) inform the Superintendent or designee or Board Attorney if the student will be represented by an attorney and, if so, the attorney's name and contact information.
2. If a hearing officer is appointed, they shall report to the Board the evidence presented at the hearing and the Board shall take such final action as it finds appropriate. Unless the student and parent(s)/guardian(s) indicate that they do not want a hearing or fail to appear at the designated time and place, the hearing will proceed. The hearing shall be conducted by the School Board or a hearing officer appointed by it. Whenever there is evidence that mental illness may be the cause for the recommended expulsion or alternative placement in lieu of expulsion, the Superintendent or designee shall invite a representative from a local mental health agency to consult with the Board.
3. During the alternative placement hearing, the Board or hearing officer shall hear evidence concerning whether the student is guilty of gross disobedience or misconduct and subject to suspension or expulsion. School officials must provide:
  - a. Testimony of any other interventions attempted and exhausted or off their determination that no other appropriate and available interventions were available for the student, and
  - b. Evidence of the threat or disruption posed by the student.The student and parent(s)/guardian(s) may be represented by counsel, offer evidence, present witnesses, cross-examine witnesses who testified, and otherwise present reasons why the student should not be placed in an alternative placement. After presentation of the evidence or receipt of the hearing officer's report, the Board shall decide the issue of guilt and take such action as it finds appropriate.
4. If the Board acts to transfer the student to an alternative placement, its written decision shall:
  - a. Detail the specific reason why removing the student from his or her learning environment is in the best interest of the school;
  - b. Provide a rationale for the specific duration of the recommended transfer;
  - c. Document how school officials determined that all behavioral and disciplinary interventions have been exhausted by specifying which interventions were attempted

- or whether school officials determined that no other appropriate and available interventions existed for the student; and
- d. Document how the student's continuing presence in school would (1) pose a threat to the safety of other students, staff, or members of the school community, or (2) substantially disrupt, impede, or interfere with the operation of the school.
  5. Upon transfer, all other requirements of Article 13A shall be met.
  6. Upon transfer, the District may refer the student to appropriate and available support services.
  7. Upon transfer, the student shall be prohibited from attendance at school and all school activities and shall not be present on school grounds unless the principal authorizes such presence.

LEGAL REF: Goss v. Lopez, 95 S. Ct. 729 (1975).  
105 ILCS 5/10-22/6(a); 105 ILCS 5/13A-1 et seq.

CROSS REF: 5:100 (Staff Development Program) 7:130 (Student Rights and Responsibilities),  
7:190 (Student Behavior), 7:200 (Suspension), 7:230 (Misconduct by Students with  
Disabilities)

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